



SMALL FARMERS' AGRIBUSINESS CONSORTIUM

Guidelines for Empanelment of Resource Institutions

For Promoting Farmer Producer Organizations (FPOs) during the XII Plan (2012-2017)

Introduction

Small Farmers' Agribusiness Consortium (SFAC), a Society promoted by Dept. of Agriculture and Cooperation, Ministry of Agriculture, Govt. of India, has been mandated to act as a nodal agency to promote FPOs during the XII Plan.

Detailed Policy & Process Guidelines for promotion of Farmer Producer Organizations (FPOs) have been issued by Dept. of Agriculture & Cooperation (DAC), Ministry of Agriculture, Govt. of India, which is available at our website www.sfac.com. These should be carefully studied before seeking empanelment under this project, especially with relation to schedule of activities, approved budget and outcomes.

SFAC seeks to create a panel of qualified Resource Institutions that may be deployed for the promotion of FPOs by State government or directly by SFAC itself. This empanelment will be valid for a period of 5 years coinciding with the XII Plan period.

Project Description

The purpose of the project is to collectivize farmers, especially small producers, at various levels across the country, to foster technology penetration, improve productivity, enable improved access to inputs and services and increase farmer incomes, thereby strengthening their sustainable agriculture based livelihoods. The second part of the intervention involves linking producer groups directly to market opportunities to enable integration in the agriculture value-chain and create direct producer-consumer supply chains. The detailed role of the resource institution is laid down in the Process Guidelines referred to above.

Eligibility Criteria

The following are eligible to apply for empanelment as Resource Institutions:

1. Any public or private sector institution.
2. Any institution registered as a trust, society, and cooperative.

Provided that:

- The institution has completed at least 3 years of functioning (financial years) as on 1st April 2013
 - There are audited financial reports of at least the last 2 years available (i.e. up to financial year ending 31st March 2012).
3. The institution has direct experience, in India, of promoting member based grassroots institutions (e.g. SHGs, SHG federations, Co-operatives, Producer Company, Self reliant co-operatives and other agri-livelihood based collectives, generically called Farmer Producer Organisations [FPOs]).
 4. The institution should have substantial knowledge and experience of agriculture related livelihood issues, including technology, marketing, training etc. and has the necessary human resources to support these activities.
 5. The institution is not black-listed by any Central or State agency.
 6. It is in compliance of all necessary laws and statutes on the date of application.
 7. Refundable Earnest Money of Rs. 10,000.00 (Rupees ten thousand only) is submitted in the form of a demand draft payable to “Small Farmers’ Agribusiness Consortium” at New Delhi.

Documentation required (self-certified copies only):

- a) Documents evidencing legal existence of the entity
- b) Full details of shareholders/members/trustees
- c) Full details of the governing council members/board of directors/management team looking after day-to-day affairs of the entity(s)
- d) Details of registration with tax/other authorities for the purpose of exemptions, if any
- e) Address of the registered office/corporate/branch offices along with documentary evidence like copy of the registration certificate of the company, lease deeds, property papers etc.
- f) Audited Financial Statements for the last 3 years (if available)
- g) Details of legal compliances and an undertaking by the Chief Authority confirming compliance
- h) Copies of Annual Report of last 3 years
- i) Copies of work orders for FPO promotion (past experience)
- j) Any other document which will help to take a decision on empanelment

Documents related to FPO (if any promoted by Resource Institution):

- a) Business Plan and Activity Plan of at least one FPO duly authorised by BoD
- b) Details of Board of Directors and management team of the FPO
- c) Details of Incorporation and Bye-laws
- d) Documents related to business transaction (if the FPO is more than 2 years old)

Miscellaneous

1. Resource Institutions already empanelled with SFAC during 2011-12 will have to re-apply.
2. Empanelment is not a guarantee of receiving work from SFAC or any Central/State government agency.
3. Empanelled institutions may be invited to participate in bids for specific FPO promotion projects during the XIIth Plan.
4. SFAC will invite applicants meeting the minimum eligibility criteria to make presentations at New Delhi before a Technical Committee. No costs will be reimbursed to applicants for this presentation.
5. The final decision regarding empanelment of resource institutions will rest with Managing Director, SFAC.